

## MANILAQ ASSOCIATION

10/04

Title: ANP/Certified Nurse Midwife  
Status: Exempt-Professional  
Housing Priority: 1  
Safety Sensitive: Yes

Department: Medical Services  
Range: 19  
Name Check: None  
Fingerprints: Yes

### POSITION SUMMARY

Provides women's health care and education, with an emphasis on family planning and prenatal care services in Kotzebue and the surrounding villages. Provides care to intrapartum and post-partum women and babies in the hospital. Participates directly in program planning, policy and procedure development, continuous quality improvement, and program evaluation.

### PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Provides family planning services including counseling and education, patient history and annual exams, pap smears, contraception methods and post-partum examination.
2. Provides initial prenatal assessment and follow-up plan of care including FAS/drug education.
3. Provides care interdependently with other health care providers to intrapartum and post-partum women and babies in the hospital.
4. Provides tracking of prenatal patients including patient chart review and risk identification of all new prenatal patients, village clinic calls, recording of lab reports, etc.
5. Conducts prenatal classes and participates in school health education as needed.
6. Travels to villages to perform exams, provide information to the communities and health aides.
7. Coordinates services with other health care providers and programs to ensure patients' needs are met and patients are satisfied.
8. Participates in staff meetings and Family Service Team and multi disciplinary work groups as needed.
9. Participates in program planning, development of policies and procedures, continuous quality improvement and program evaluation.

### SKILLS AND KNOWLEDGE

Current license as an Advanced Nurse Practitioner, Certified Nurse/Midwife, or Physician's Assistant Certified in the State of Alaska, with emphasis in prenatal and family planning services. Ability to maintain strict confidentiality, to ensure that sensitive information remains private. Must demonstrate knowledge of the principles and growth and development over the life span and possess the ability to assess data reflective of the patient's status and interpret the appropriate information needed to identify each patient's requirements relative to their age-specific needs, and to provide the care needed as described in the unit's policies and procedures.

### DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of people in this job.

### REVIEW/APPROVAL

_____ Employee	_____ Date	_____ Human Resources	_____ Date
_____ Immediate Supervisor	_____ Date	_____ Second Level Supervisor	_____ Date